# Township of Lower Salford, Montgomery County

**379 Main Street, Harleysville PA 19438**
e-mail: police@lowersalfordtownship.org

## Application for Employment as a Probationary Police Officer

Instructions: Before completing this form, carefully read all instructions. Any application that is received in an incomplete or incorrect condition may be eliminated from consideration. A new application is required for each hiring cycle.

**The deadline for application submission is 4:00 pm on Friday, December 4, 2026.**

**A select number of applicants will be invited to our interview process.**

1. Do not leave blank spaces. If a particular question cannot be answered, or has no application, enter N/A in the space provided.

2. The accuracy and legibility of the information provided, and the overall appearance of your application will all be considered in determining your qualifications for employment with our police department.

3. **If you require additional space to answer any of the questions, use a separate 8 ½ x 11 sheet of paper and clearly indicate which question you are answering.**

4. Attach photocopies of the following documents at the end of this application:

   - Military discharge certificate (DD-214), if applicable
   - Police academy diploma and final grade report, if applicable
   - MPOETC certification card, if applicable
   - High School diploma, or GED certificate, and corresponding transcripts
   - College diploma and transcripts, if applicable.

| **Section 1 – Personal Information** | | |
|---|---|---|
| Name: Last | First | Middle |
| Street address: | | |
| City/State/Zip | | |
| Phone: (home) | (cell) | (work) |
| Email: | | |
| Will you be at least 21 years of age by December 4, 2026? [ ]Yes [ ]No | | |

How did you hear about this position (be specific)? _____

| **Section 2 – Employment History** List, in chronological order, **each and every place of employment**, including part-time employment, starting with your current or most recent employment. List periods of unemployment between jobs in the proper sequence. Use additional pages if necessary. | |
|---|---|
| (1) Current or most recent employer: | |
| Address: | |
| Phone: | Type of business: |
| Position: | Start date: |
| Name of supervisor: | Salary: |

| (2) Previous employer: | |
|---|---|
| Address: | |
| Phone: | Type of business: |
| Position: | Start date: |
| Name of supervisor: | End date: |
| Reason for leaving: | Salary: |

| (3) Previous employer: | |
|---|---|
| Address: | |
| Phone: | Type of business: |
| Position: | Start date: |
| Name of supervisor: | End date: |
| Reason for leaving: | Salary: |

| (4) Previous employer: | |
|---|---|
| Address: | |
| Phone: | Type of business: |
| Position: | Start date: |
| Name of supervisor: | End date: |
| Reason for leaving: | Salary: |

| (5) Previous employer: | |
|---|---|
| Address: | |
| Phone: | Type of business: |
| Position: | Start date: |
| Name of supervisor: | End date: |
| Reason for leaving: | Salary: |

Have you ever been discharged or asked to resign from employment?
[ ] No [ ] Yes – explain:

Were you ever subject to any disciplinary action during any employment?
[ ] No [ ] Yes – explain:

**Section 3. Educational Background (Attach Transcripts)**
**List all Elementary, Middle/Junior and High Schools attended.**

School Name _____

Address _____

Years Completed: _____ Phone #_____

School Name _____

Address _____

Years Completed: _____ Phone #_____

School Name _____

Address _____

Years Completed: _____ Phone #_____

School Name _____

Address _____

Years Completed: _____ Phone #_____

**List all Colleges, Universities and Trade Schools attended. (Attach Transcripts)**

Institution Name _____

Address _____

Years Completed: _____ Phone #_____

Degree Received _____ Number of credits: _____

Institution Name _____

Address _____

Years Completed: _____ Phone #_____

Degree Received _____ Number of credits: _____

Institution Name _____

Address _____

Years Completed: _____ Phone #_____

Degree Received _____ Number of credits: _____

**Section 4. Municipal Police Training (Attach Transcripts)**

Institution Name _____

Address _____

Dates Attended: From_____ To_____ Phone #_____

Certification Number Received (attach copy)_____

List **EVERY** law enforcement agency that you have applied to for employment (attach a list if necessary):

| Law Enforcement Agency | Date(s) of Application(s) | Status of Application |
|---|---|---|
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| Have you ever been disqualified by another law enforcement agency? | Yes [ ] No [ ] |
|---|---|

If you answered yes to the above question, provide details on which law enforcement agency disqualified you and the reason for the disqualification:

| **Section 5. Police related skills and/or training** |
|---|
| Fire and/or Medical certifications: |
| Computer capabilities: |
| Foreign languages (read/write/speak): |
| Firearms: |
| Other: |

**Section 6. Vehicle Operator Information**

Drivers License Number: _____ State of Issuance:_____ Expiration Date:_____

Automobile Insurance Company:_____ Policy Number: _____

Company Address: _____

Insurance Agent's Name: _____ Phone Number: _____

Agent's Address: _____

Have you ever had a license in another state or country? Yes [ ] No [ ]
If yes, explain: _____
_____
_____

Have you ever had a license suspended or revoked? Yes [ ] No [ ]
If yes, explain: _____
_____
_____

List **all** traffic violations (excluding parking tickets) or check block: NONE [ ]

| Date of Violation | Violation | Disposition | Police Agency Involved |
|---|---|---|---|
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List **all** traffic accidents in which you were the driver or check block: NONE [ ]

| Date of Accident | Location | Police Agency Involved |
|---|---|---|
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**Section 7. Criminal History Information**

Have you ever been charged with a Summary, Misdemeanor, Felony, or Greater Criminal Violation?
Yes [ ] No [ ]

If Yes, List Date and Type of Violation, Court of Jurisdiction, and Date of Conviction, if applicable.
NOTE: A conviction will not automatically disqualify you from employment.

| Date of Violation | Violation | Court of Jurisdiction | Date of Conviction |
|---|---|---|---|
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Have you ever had a record expunged? Yes [ ] No [ ]
If yes, explain: _____
_____
_____

Have you ever misrepresented your true identity by obtaining, creating, or making use of any identification document containing false information or which was issued to another person? Yes [ ] No [ ]
If yes, explain:
_____
_____
_____
_____
_____

While vacationing, working or living outside of the United States, have you ever been detained, questioned, fined, charged or convicted by any foreign law enforcement agency? Yes [ ] No [ ]
If yes, explain:
_____
_____
_____

Have you ever been a subject of a Protection from Abuse Order? Yes [ ] No [ ]
If yes, explain: _____
_____
_____
_____
_____

Have you ever been a subject of a Child Protective Services Investigation? Yes [ ] No [ ]
If yes, explain: _____
_____
_____
_____
_____

**Section 8. Drug Use**

Have you tried, used, or experimented with any Illegal or Controlled Drugs? Yes [ ] No [ ]
If yes, provide details, to include frequency of use:

Have you ever sold or delivered any Illegal or Controlled Drugs? Yes [ ] No [ ]
If yes, provide details, to include frequency:

**Section 9. Military Experience**

Have you ever served in an active Military Organization of the United States or any Foreign Government?
Yes [ ] No [ ]

If Yes, complete the following:

Branch of service _____

Date Entered _____ Date Separated _____

Selective Service # _____ Highest Rank Attained _____

Type of Discharge (attach copy of DD-214 papers): _____
NOTE: A discharge under circumstances other than honorable will not necessarily disqualify you from employment.

Remaining Obligation, if any _____

Are you now or were you ever a member of a Military Reserve or Guard organization of the United States or any Foreign Government? Yes [ ] No [ ]

If Yes, complete the following:

Branch of service _____

Complete Unit Address _____
_____

Unit telephone # _____

Supervising Officer's Name _____

Dates of Obligation: From _____ To _____

Were you ever the subject of an investigation that may or may not have resulted in nonjudicial punishment?
Yes [ ] No [ ]

If Yes, explain: _____
_____
_____

Were you ever court-martialed? Yes [ ] No [ ]
If Yes, explain: _____
_____
_____

Have you ever had a federal/military security clearance suspended, denied or revoked? Yes [ ] No [ ]
If yes, explain:_____
_____

**Section 10. Subversive Activity**

1. Are you now, or have you ever been, a member of, associated with, or affiliated with any subversive organization, association, movement, or group, or have you associated with any individuals, including relatives, whom you have reason to believe are or have been members of any such organization or group which advocates the overthrow of our constitutional form of government, or which seeks to alter the form of the state or federal government by unconstitutional or unlawful means?

   Yes [ ] No [ ]

2. Are you now, or have you ever been, a member of, associated with, or affiliated with any organized crime group or family, or have you associated with any individuals, including relatives, whom you have reason to believe are or have been members of any such organization or group?

   Yes [ ] No [ ]

**If Yes to any of above, explain:**

_____

_____

_____

_____

**Section 11. Optional Comments or Information**

| **Section 12. Handwritten Responses** |
|---|
| *The following questions must be answered in your own handwriting;* **DO NOT TYPE!** |
| 1. Why do you want to be a police officer? |
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| 2. Why do you want to work for Lower Salford Township? |
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| 3. Describe any training, experience, or personal abilities that you possess that you believe will make you the best candidate for this position. Include any positions that you held that required the exercise of authority. |
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## VERIFICATION OF ACCURACY OF INFORMATION

I, _____, verify the following:
(print name of applicant)

1. That all of the foregoing information is true and correct to the best of my knowledge, and that there are no willful misrepresentations in, or falsifications of, any statements and/or answers herein;

2. That I am aware that, should subsequent investigation disclose any such misrepresentation and/or falsification, this application will be rejected and I will forfeit my opportunity for employment with the Township of Lower Salford now and at any future time;

3. That I am aware that under the Pennsylvania Crimes Code, Sections 4903 and 4904, dealing with False Swearing and Unsworn Falsification, it is a criminal offense to provide false information and I am aware that I may be charged with such violations of law if investigation discloses any such misrepresentation or falsification;

4. That, if I should be hired by Lower Salford Township, and subsequent investigation should disclose any such misrepresentation or falsification, that I may be subject to immediate termination of employment;

5. And that I am responsible for notifying Lower Salford Township of any change of address or other pertinent information contained within this application for employment.

_____ _____
Signature of applicant Date

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**NOTICE**

*Lower Salford Township considers applicants for all positions without regard for race, color, religion, gender, creed, national origin, age, marital status, sexual orientation, ancestry, handicap, disability, or any other legally protected status.*